



DEPARTMENT OF THE NAVY
HEADQUARTERS NAVAL MATERIAL COMMAND
WASHINGTON D C 20360

IN REPLY REFER TO
NAVMATINST 3880.1C
09I/FRK
3 November 1982

NAVMAT INSTRUCTION 3880.1C

From: Chief of Naval Material

Subj: Scientific and Technical Intelligence Liaison Officer (STILO) Program
and Intelligence Support for the Naval Material Command

- Ref:
- (a) OPNAVINST 5450.181A of 15 May 78, Subj: Commander, Naval Intelligence Command; Mission and Functions of
 - (b) NAVMAT Secret Memo ser SSO/S556-75 of 10 Oct 75, Subj: Naval Material Command Intelligence Office (MAT-09I)(NOTAL)
 - (c) NAVMATINST S4200.53 of 4 Aug 80, Subj: Organization for accomplishment of SI, TK Contracting; establishment of, (U)
 - (d) NAVMATINST 5540.93B of 9 Mar 81, Subj: Security Administration of Naval Material Command Contracts involving Sensitive Compartmented Information.
 - (e) HQNAVMAT Secret Memo Ser 09/0028 of 8 Jan 81, Subj: Technical Support to the Naval Intelligence Support Center (U)
 - (f) NAVMATINST C3882.1A of 1 Feb 77, Subj: Prosecution of the Navy Foreign Material Program in the Naval Material Command (U)
 - (g) OPNAVINST C3820.16C of 19 Feb 82, Subj: Foreign Military Intelligence Collection Activities (FORMICA) (U)
 - (h) OPNAVINST 3811.1A of 30 Aug 78, Subj: Threat Support to Weapon Systems Selection and Planning
 - (i) NAVMATINST 3882.2A of 21 Apr 80, Subj: Threat Support for RDT&E and Weapon Systems Selection and Planning
 - (j) NAVINTCOMINST 3890.1B of 7 Jul 82, Subj: Intelligence Production Tasking Procedures
 - (k) NAVINTCOMINST 3890.4B of 24 Aug 78, Subj: Procurement and Distribution of Intelligence Publications and DOD Intelligence Information Reports
 - (l) OPNAVINST 5500.35F of 17 Aug 81, Subj: Visits of Naval Personnel to the National Security Agency
 - (m) OPNAVINST 7030.3B of 23 Dec 76, Subj: Control Procedures for Interagency Support Between the Navy and the Central Intelligence Agency
 - (n) SECNAVINST 3811.1 of 2 Jul 81, Subj: Studies and Analyses pertaining to potential foreign threats and other intelligence-related subjects, management of,

1. Purpose. To define responsibilities of the Naval Material Command (NMC) Scientific & Technical (S&T) Intelligence Program, the NMC Intelligence Liaison Office (MAT-09I), the Systems Command, Program Manager and R&D Center and laboratory STILO's; and to outline procedures to obtain intelligence support for NMC programs.

2. Cancellation. NAVMATINST 3880.1B and NAVMATINST C3830.1B.

3. Background and Definitions

a. Interrelationships within the intelligence community require formalized DOD procedures to effect intelligence support, liaison, and coordination among the R&D, intelligence, and operational communities.

b. Reference (a) tasks the Commander, Naval Intelligence Command (COMNAVINTCOM) to direct and coordinate intelligence collection, production, and dissemination to satisfy Department of Navy intelligence information requirements.

c. The cost and complexity of design, research, development, test, evaluation, procurement, installation, maintenance and modification of modern weapon systems require accurate and timely S&T and threat intelligence support throughout the life cycle of these systems.

(1) S&T intelligence is that intelligence concerning foreign developments in basic and applied scientific and technical research and development, including engineering and production techniques, new technology, and weapon systems capabilities and characteristics.

(2) Threat intelligence results from analyses of enemy current and projected characteristics, capabilities, doctrine and tactics in light of their potential impact on specific or general U.S. missions, systems, or tactics.

d. The STILO Program was established in 1970 to strengthen the interface and flow of intelligence between the intelligence community and the NMC. The NMC S&T Intelligence Support Center (MAT-09I) was established to channel and expedite intelligence flow from the intelligence community to NMC organizations; and to provide the intelligence community with a primary NMC point of contact for intelligence matters. These responsibilities, including coordination of the command-wide STILO Program, are assigned to the NMC Staff Intelligence Officer (MAT-09I).

4. Scope. Timely availability and use of pertinent scientific and technical and threat intelligence is required throughout the NMC, the Systems Commands (SYSCOMS), and subordinate R&D Centers and Laboratories to support the weapons and weapons-related systems development and acquisition process.

5. Responsibilities

a. The NMC Staff Intelligence Officer is responsible to the Chief of Naval Material (CHNAVMAT) for policy direction and coordination of the NMC intelligence program. The Staff Intelligence Officer by reference (b) is also assigned to the Commander, Naval Intelligence Command (NIC-OOI) for additional duty to facilitate coordination and intelligence support between NAVINTCOM and NMC. MAT-09I will:

(1) Maintain an effective intelligence support program throughout the NMC.

(2) Serve as the primary point of contact between the CNM and the intelligence community.

(3) Ensure NMC weapon systems development and acquisition programs consider and use current threat intelligence appropriate to their programs.

(4) Coordinate and support the activities of subordinate command STILOs.

(5) Ensure adequate funding is requested to perform assigned tasks.

(6) Ensure appropriate NMC representation at intelligence conferences and symposia.

(7) Coordinate NMC participation in the Navy Foreign Material Exploitation Program (NFMP) and represent CHNAVMAT on the NFMP Executive Committee.

(8) Coordinate intelligence support to NMC Contractors.

(9) Arrange for NMC technical and engineering assistance to the intelligence community when required.

(10) Participate in command inspections to ensure the availability and effective use of intelligence at subordinate commands.

b. CHNAVMAT-designated Project Managers, SYSCOMs, and R&D Centers and laboratories shall designate STILOs. The STILO function should be established at the Staff level with direct access to the Commander/Technical Director for intelligence matters. The designated STILO shall be aware of planned and on-going command projects, be alert to applicable intelligence already available, establish requirements for that which is not available; and be aggressive in the pursuit of both. Specifically, the STILO shall:

(1) Keep the Commanding Officer informed of S&T and threat intelligence and technological developments which impact on the command's mission and assigned projects.

(2) Maintain a current file of intelligence requirements pertaining to command research and development projects.

(3) Review proposed technical approaches, proposed technical development plans and other research and development preparatory documentation, for appropriate and adequate intelligence input.

(4) Coordinate the submission of requests for threat support, Intelligence Production/Collection Requirements (IPRs/ICRs) and Statements of Intelligence Interest (SIIs).

(5) Assist command program/project managers in identifying required contractor intelligence support. Prior to execution of any contract DD form 254 which shows a "yes" in block 11(j) for Sensitive Compartmented Information, coordinate with CNM (MAT-09I) to assure compliance with contracting procedures defined in references (c) and (d).

(6) Coordinate command requirements for special intelligence billets and clearances involving Sensitive Compartmented Information (SCI) with the supporting Special Security Officer. Provide expertise and assistance when required to establish sensitive compartmented programs.

(7) Assist the NMC Intelligence Officer obtain technical expertise when requested by the intelligence community in accordance with reference (e).

(8) Maintain liaison with the STILOs of other commands, centers, and laboratories; and act as the primary point of contact between the activity, the intelligence community and the NMC Staff Intelligence Officer.

(9) Coordinate the Command's involvement in foreign material exploitation, including the submission of command/activity requirements for exploitation. Reference (f) pertains.

(10) Represent the command/activity at S&T intelligence conferences and symposia; and at foreign material exploitation meetings as required.

(11) Act as the primary command/activity point of contact for the Foreign Military Intelligence Collection Activities (FORMICA) Program, defined in reference (g).

6. Procedures. NMC activities, through their STILO's shall request intelligence support, effect coordination, and conduct liaison with other intelligence organizations as follows:

a. Requests for mandatory threat assessment support to Navy RDT&E programs required by reference (h) will be forwarded in the format prescribed in reference (i) to COMNAVINTCOM (NIC-05), with copy to CNO (OP-009), CHNAVMAT (MAT-09I), NISC (OOW) and other NMC activities with responsibilities related to the weapon system being supported.

b. Requests to update existing intelligence publications, or for new intelligence publications to be produced will be forwarded in writing with a completed DD form 1497 (Intelligence Production Requirement) to COMNAVINTCOM (NIC-05), copy to CHNAVMAT (MAT-09I), and NISC. Reference (j) pertains.

c. Requests for intelligence briefings will be forwarded in letter format to COMNAVINTCOM (NIC-05), copy to CHNAVMAT (MAT-09I), and to NISC and the Navy Field Operational Intelligence Office (NFOIO) as appropriate. Reference (j) pertains.

d. Requests to determine availability or existence of specific intelligence information which is not held locally, will be forwarded in letter format, subject: Request for Information (RFI), to COMNAVINTCOM (NIC-05), copy to CHNAVMAT (MAT-09I).

e. Requests for copies of published intelligence documents will be forwarded as follows: Sensitive Compartmented Information (SCI) document requests to COMNAVINTCOM (NIC-05) via CHNAVMAT (MAT-09I); non-SCI document requests directly to COMNAVINTCOM (NIC-05). Reference (k) pertains.

f. Requests for a specific Intelligence Information Report (IIR) will be forwarded, using DD form 1142, to DIA (RDS-3A) via COMNAVINTCOM (NIC-05), copy to CHNAVMAT (MAT-09I). Reference (k) pertains.


g. Intelligence collection requirements prepared in response to intelligence community solicitations for use in time sensitive collection opportunities such as the exploitation of defectors and domestic sources having contact with foreign personnel or facilities of intelligence interest, will be forwarded to NISC, copy to COMNAVINTCOM (NIC-03) and CHNAVMAT (MAT-09I).

h. Requests for liaison/visits by cleared personnel from NMC activities to the National Security Agency (NSA) will be forwarded by message or letter to NSA/CSS, ACNSG and NFOIO, as appropriate, to reach NSA at least 48 hours prior to the intended visit. Include CHNAVMAT (MAT-09I) as information addressee. Reference (l) provides specific procedures to be followed.

i. Requests for liaison/visits with the Central Intelligence Agency will be coordinated through CNO (OP-009K). Reference (m) pertains.

j. Proposals for in-house or contractor studies and analyses on foreign threats or other intelligence related subjects will be coordinated with the Director of Naval Intelligence (OP-009). Reference (n) pertains.

7. Implementation. All directives at variance with the foregoing will be revised accordingly.


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